



Vacancy Information Pack

School Name:	PENDEEN SCHOOL
Job Title:	TEACHING ASSISTANT Band 1

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PENDEEN SCHOOL

Job Title:	Teaching Assistant (Band 1)
Pay Point / Pay Range:	TPAT Point 2/3
Full Time Equivalent Annual Salary:	£18,972 (if paid over 52 weeks) pro rata
Actual Annual Salary for this Role:	£7634.35 (part time 18 hrs per week) £12723.92 (Full time 30 hrs per week)
Contract Type:	Fixed Term from 03.01.2023 until 31.08.2023
Hours Per Week / Weeks Per Year	PT hours – 18 hrs per week (3 days) FT hours – 30 hours per week (5 days) Working Weeks – 38 working weeks Paid Weeks – 43.128 paid weeks
Closing Date:	12 midnight on 30 th November 2022
Proposed Shortlisting Date:	1 st December 2022
Proposed Interview Date:	Monday 5 th December 2022

Are you the inspirational and caring Teaching Assistant needed to join our outstanding team?

A caring, skilled, and creative Teaching Assistant is needed to start in January 2023, in our vibrant and friendly village school of 78 children. The role will be to support children in our Year 1/2 mainstream classroom. Experience would be highly beneficial.

Pay rate is TPAT Teaching Assistant Band 1 (Point 2) at £9.83 per hour and hours are 8.30am until 3.30pm for 5 days per week (part time and job share will be considered).

The successful candidate will:

- Experience of working in a Y1/2 classroom
- Be highly flexible and child centered
- Have an understanding primary school learning and primary age children
- Have an understanding of SEND and a willingness to deepen this understanding
- Have a good sense of humour and be positive
- Understand that this is a challenging yet ultimately incredibly rewarding role
- Have a nurturing approach to help develop emotional, social resilience and understanding

- To have visited the school

The successful candidate will have:

- Passion and enthusiasm for seeing children flourish and reach their full potential
- An energetic approach
- Willing to undertake a DBS check
- Shown a genuine interest in Pendeen School – visits or a phone call to the head teacher are highly recommended.

Please contact Chris Wilson (Head teacher head@pendeen.tpacademytrust.org for more information and to book an appointment to visit.

Closing date: Wednesday 30th November 2022

Shortlisting: Thursday 1st December 2022

Interview: Monday 5th December 2022

Start Date 3rd January 2023. Pendeen School is part of Truro and Penwith Academy Trust.

To find out more about Pendeen School please visit:	www.pendeenschool.co.uk
To discuss this position please contact the Headteacher:	Email – head@pendeen.tpacademytrust.org Telephone – 01736 788583
Application packs can be downloaded from:	www.tpacademytrust.org/web/application_pack/604811
Please email your completed application form and equality & diversity monitoring form by the closing date to:	pendeen@tpacademytrust.org

Please note that successful candidates will be informed via email.

The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff, workers, volunteers, governors, and trustees to share this commitment. All successful applicants will be subject to appropriate pre-employment checks and will be required to complete a Disclosure and Barring Service (DBS) Enhanced Check, a Safeguarding Self-Declaration Form and satisfactory online searches undertaken.

School Information for Applicants

School Address:	Church Road, Pendeen, Penzance, Cornwall TR19 7SE
School Telephone Number:	01736 788583
School Email Address:	pendeen@tpacademytrust.org
Name of Headteacher:	Mr Chris Wilson
Website Address:	www.pendeenschool.co.uk

Welcome to Our School

This information pack will provide you with an insight into our school and offer some practical information which will be of use to you as a prospective member of our school community.

I would like to extend a warm welcome to our wonderful school.

We are a village school which is proud to be part of the community of Pendeen.

At Pendeen, we value the well-being and safety of the children in our care above all else. We aim to provide a nurturing, creative and inspiring environment in which every child is given the best possible opportunity to reach their potential. We constantly strive to improve what we offer, by ensuring staff are kept up to date with the very latest research and ideas about teaching and learning. We believe that learning should take place both indoors and outdoors and our staff try to ensure that they utilise our wonderful learning spaces, both inside and out, whatever the weather!

We have highly skilled and extremely dedicated staff at our school, and I am proud of the contributions made by every member of our small team to ensure the very best for the children at Pendeen.

We welcome visitors as this is the best way to see our lovely school, experience our creative and captivating curriculum and meet our motivated and engaged children.

Please ring us and have a look around

Chris Wilson
Headteacher

Our School enjoys working collaboratively with our partner schools within Truro and Penwith Academy Trust.

We welcome visitors as this is the best way to see our lovely school, experience our creative and captivating curriculum and meet our motivated and engaged children. Please phone the school telephone number provided above if you would like to arrange to look around.

General Background

Our school is in the village of Pendeen which is located approximately seven miles west of Penzance. We are located on the main coast road, minutes from the beautiful Penwith coastline, close to Geevor and Botallack mines. In fact, you can see the sea from our playground!

The school caters for children between the ages of 4 - 11. We currently have 78 pupils on roll, taught in four classes, and offer a rich & diverse curriculum, as well as a full programme of after-school activities. The Children's Ark, a separate pre-school, is located next door to the school providing high quality early years education for younger children. In 2014 we joined the Truro and Penwith Academy Trust and enjoy working collaboratively with our partner schools as well as with other local schools within the Penwith clusters, and those further afield in Cornwall.

Class Organisation

The school currently has 78 children on roll in four classes.

Kynsa Class: EYFS – Miss Sedgeman

Nessa Class: Year 1 & Year 2 – Mrs Earley

Teyr Class: Year 3 & Year 4 – Miss Curnow

Peswara Class: Year 5 & Year 6 – Mr Summerfield

Staff Organisation

The school has a Headteacher, four full-time teachers. In addition, we have 9 teaching assistants who are a key part of our teaching and learning team. A highly dedicated and efficient school secretary who also oversees site management. We are strongly committed to staff development and learning. Our caretaker and cleaner are also employed by the school. Our catering is provided by an outside contractor with the catering manager and assistant very much a part of our team

Our Curriculum

Pendeen School follows the National Curriculum. This determines the content of what will be taught and, through Programmes of Study and attainments targets for the National Curriculum subjects, it also determines how performance will be assessed and reported.

The National Curriculum is organised into Key Stages. Reception children follow the Early Years Foundation Stage curriculum, KS1 is for children aged 5-7 (Year Groups 1 and 2) and KS2 is for children aged 7-11 (Year Groups 3,4,5 and 6).

In EYFS and KS1, phonics is taught to all children. We currently follow the Letters and Sounds Programme of study, using Read, Write Inc and a range of other resources to ensure that synthetic phonics is taught in a fun, multi-sensory and interactive way.

We have created our own half-termly topic themes which can be viewed on the Curriculum theme map below. These topics have been carefully chosen by staff to enable the children in our school to develop the skills they need to participate fully in the world around them. Our curriculum has been carefully designed to foster creativity and challenge, ensuring it provides an inclusive experience for all of our children.

When planning our curriculum, pupil voice was a key factor. Each half termly topic is accompanied by a text; a book, a poem, a film, or a piece of non-fiction writing. This text provides the 'hook' for all of our learning. We believe that children learn best when they are excited and intrigued, and we aim to provide a cohesive and immersive learning experience which encourages children to be curious, whilst offering the opportunity to build upon previous knowledge and skills.

Through discussion with pupils, we have been able to identify the topics that will excite and motivate the children at Pendeen, whilst at the same time, building on previous learning experiences to support the National Curriculum.

We hope that our curriculum inspires a love of learning in our children; we aim to inspire, to motivate, to build confidence and to challenge, ensuring children leave Pendeen armed with the necessary skills, knowledge, and experiences to prepare them for what lies ahead.

Each half term, your child's class teacher will provide a topic information booklet. This will enable you to find out a little bit more about what your child is learning about. In addition, the class pages are regularly updated.

Safeguarding

TPAT is committed to safeguarding and promoting the welfare of children and young people and expects all staff, workers, volunteers, governors, and trustees to share this commitment.

Shortlisted candidates will be required to complete a Safeguarding Self-Declaration Form as part of their application. We will also carry out online searches as part of our due diligence on the shortlisted candidates, as updated in the Keeping Children Safe in Education recommendations. This may help identify any incidents or issues that have happened, and are publicly available online, which the School or Trust might want to explore with the candidate at interview.

Successful candidates will be required to complete a Disclosure and Barring Service (DBS) application and Health Assessment form as part of their pre-employment administration. The amendments to the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020) provide that when applying for certain jobs and activities, certain convictions and cautions are considered 'protected'. This means that they do not need to be disclosed to employers, and if they are disclosed, employers cannot take them into account.

Application Information

We hope that you find this pack provides all of the information you need in order to consider your application for the post. Should you have any questions or matters you would like to discuss informally, or to arrange a visit, please contact:

Contact Name:	Chris Wilson
Contact Email Address:	head@pendeen.tpacademytrust.org
Contact Telephone Number:	01736 788583

Please note that CVs will not be accepted.

Application packs can be downloaded from: www.tpacademytrust.org/web/application_pack/604811

Closing Date:	Wednesday 30 th November 2022
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Completed applications must be returned to the email address above and be received by 12 Midnight on the closing date provided.

Interview Date(s):	Monday 5 th December 2022
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To ensure the fairness of the selection process, shortlisting will be based upon information which you provide in your application, and assumptions will not be made about your experience or skills. We will look for demonstrable evidence that you meet the criteria set out in the person specification.

If we have not contacted you within 14 days of the closing date, it is unlikely that you have been shortlisted on this occasion. Many thanks for your interest in this post.